

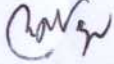


Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. 5
Legazpi City

EFFICIENCY AND INTEGRITY DEVELOPMENT PLAN 2014

EIDP Component	Annual Verifiable Target/Milestone	Responsible Unit	Timeline
A. PROMOTING TRANSPARENCY			
1. Posting in the DOLE RO5 Website the following:			
a. Annual networth of all its 3 rd level officials including Division Chiefs and Med-Arb based on their submitted Statements of Assets, Liabilities and Networth (SALN)	Data posted in the DOLE website	IMSD/TSSD	1 st quarter 2014
b. Status of labor standard cases	Data posted and updated	Med-Arb/TSSD	Quarterly
c. DOLE RO5's Citizen's Charter	Updated Charter posted	IMSD/TSSD	1 st semester 2014
d. Management Actions on COA Audit Report	Updated data posted	IMSD/TSSD	End of the year for the 2013 COA Annual Report
e. Transparency Seal per general provisions of the General Appropriations Act (Section 93) e.1. Agency's mandates and functions, names of its officials with their position and designation, and contact information; e.2. Annual reports, as required under National Budget Circulars No.s 507 and 507-A dated 31 January 2007 and 12 June 2007, respectively for the last three (3) years e.3. Approved budgets and corresponding targets immediately upon approval e.4 Major programs and projects categorized in accordance with the five (5) key results areas under EO No. 43, s. 2011;	Updated data posted	IMSD/TSSD	End of the month as the case maybe

<p>e.5 The programs/projects beneficiaries as identified in the applicable special provisions;</p> <p>e.6 Status of implementation and program/project evaluation and/or assessment reports; and</p> <p>e.7. Annual procurement plan, contracts and the name of contractors/suppliers/consultants</p>			
B. STRENGTHENING ACCOUNTABILITY			
a. Strengthening of Systems Integrity to eliminate opportunities for corruption			
a.1. Periodic conduct of internal audit	Audit Report	Internal Auditors	Per audit plan and as needed
a.2. Strict implementation of rules and regulation on the liquidations of cash advance	100% of cash advances liquidated within the prescribed period	Accountant/IMSD	Monthly
b. Sustaining a culture of excellence and integrity among DOLE Officials and Employees			
b.1. Holding of moral and character development related activities for officials and employees	Training Report submitted to HRDS	IMSD	April 1-2, 2014
b.2. Strict adherence with the DOLE Code of Conduct including the no-contact and no-gift/solicitation policy	Implementation by all DOLE RO5 officials and employees	IMSD	Daily
C. OBSERVANCE OF THE RULE OF LAW			
1. Speedy resolution of administrative complaint/cases, especially graft and corruption related complaints/cases	100% disposition/resolution rate in accordance with the Revised Rules on Administrative Cases in the Civil Service	Resident Ombudsman/Regional Administrative Complaint Committee	End of 2014
2. Quarterly Monitoring of status of cases and complaints against DOLE officials and employees lodged with the agency, Office of the Ombudsman, Sandiganbayan, CSC, regular courts and Office of the President	Quarterly Monitoring Report submitted to Legal Service	Resident Ombudsman and IMSD	5 th day of the month after the reference quarter

D. PARTNERSHIP FOR DEMOCRATIC GOVERNANCE			
1. Operationalization of the Tripartite Efficiency and Integrity Board (TEIB)	Minutes of Meetings/Attendance Report	IMSD	End of 2014

Prepared by:	Reviewed by:	Approved by:
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